ID	Open Date	Course	Course Location	Process Area	Student's Name	Student's Email Address	Question	Resolution	Status
2	8/30/2010	FMMI 431 - FMMI Funds Management Process	Kansas City, MO	Funds Management	Shanda Sanders	Shanda.sanders@rma.usda.gov	How long are documents kept in the prepost folders? Is there a timeframe when a prepost document is cleared out?	The documents stay with no time limit in the prepost folder until they are posted.	Distributed
3	8/31/2010	FMMI 441 - FMMI Sales Order Process	Metro Washington, DC	Accounts Receivable	Paula Daugard	paula.m.daugard@aphis.usda.gov	When entering a sales order, is the contract start and end date the same as the service date? If not, where is the service date?	The start data should be the date the agreement started or the first day of the fiscal year the agreement was entered into with the customer. The end date depends on the type of funding on a given sales order line: for annual funded SD lines (e.g. 1010) the end date should be the last day of the fiscal year. for no-year funded SD lines (e.g. 10XX) the end date should be the expected end date of the agreement.	Distributed
4	8/31/2010	FMMI 431 - FMMI Funds Management Process	Kansas City, MO	Funds Management	Shanda Sanders	shanda.sanders@rma.usda.gov	In the Appropriation Transfer, how is the USDA TAS validated?	If USDA TAS refers to the Transfer Agency/Transfer account on the additional data tab, this information is not validated. If this refers to the TAS receiving or transferring the money, it is derived based on the Fund/Budget Period combination.	Distributed
5	8/31/2010	FMMI 431 - FMMI Funds Management Process	Fort Collins, CO	N/A - General	Dennis Garcia	dennis.garcia@usda.gov	Where would I find a crosswalk of FFIS to FMMI functionality comparison?	There is not a crosswalk of FFIS to FMMI functionality as training is focused on the "To-be" solution - however there is a column in the FMMI Glossary that includes the corresponding FFIS or USDA terminology that is posted on the FMMI Website at http://info.fmmi.usda.gov/Glossary/Glossary_home.html	Distributed
7	8/31/2010	FMMI 431 - FMMI Funds Management Process	Fort Collins, CO	Funds Management	Dennis Garcia	r.gray@accenture.com	For BE document status, there are 4 statuses. What does pre-posted posted mean? What is the difference between pre-posted and posted?	The pre-posted status refers to documents that are saved by the processor. At this point, the document does not have any accounting impact and most fields can still be changed. Once the Approver posts the document, then the document is in Posted status and updates accounting. Within the FM document, this is also reflected as pre-posted posted. A document can also be held, in which case no validation is performed and the processor can give it a temporary document number until it is ready to be pre-posted. The fourth status, Undone, refers to documents that are pre-posted, however, documents in this status cannot be corrected because they contain incorrect document types or budget types which are not changeable. In this case the pre-posted document can be undone so it is not accidentally posted in the future.	Distributed
8	8/31/2010	FMMI 431 - FMMI Funds Management Process	Fort Collins, CO	Funds Management	Dennis Garcia	r.gray@accenture.com	in Funds Control process flow, what role has the right to change the funds commitment?	Funds Commitment Processor and Funds Commitment Approver both have the right to change the funds commitment.	Distributed
9	8/31/2010	FMMI 431 - FMMI Funds Management Process	Fort Collins, CO	N/A - General	Dennis Garcia	r.gray@accenture.com	Is online help available to the class outside of the Training Environment?	Before FMMI Go-Live, users will have an opportunity to access FMMI Online Help during their 400 Level class conducts. FMMI Online Help contains FMMI's Training and Performance Support materials such as Participant Guides, over 500 Online Help Procedure and Simulations, Job Aids, etc. At Go-Live users will be granted access to the FMMI System and FMMI Online Help. FMMI Online Help will available to users 24/7 through the FMMI Portal, allowing them to review the support materials in advance to try to answer questions before engaging the Operations and Maintenance (O&M).	Distributed
10	8/31/2010	FMMI 442 - FMMI Billing and Collection Process	Minneapolis, MN	Accounts Receivable	Michael Vince	michael.vince@aphis.usda.gov	Where does a reversal payment reside? Does it goes into a suspense account?	When a collection against an Accounts Receivable invoice is reversed, the opposite General Ledger impact occurs. FBWT is reduced and an open suspense item will be opened if the collection came through the lockbox.	Distributed
11	8/31/2010	FMMI 431 - FMMI Funds Management Process	Kansas City, MO	Accounts Payable / Purchasing	Shanda Sanders	shanda.sanders@rma.ocfo.gov	What is the process for putting in advances into FMMI? This is on the Purchasing side for goods or services.	Currently USDA has a policy decision that advances will not be created referencing a Purchase Order. They will only be created referencing a Funds Commitment.	Distributed
12	8/31/2010	FMMI 431 - FMMI Funds Management Process	Kansas City, MO	Funds Management	Shanda Sanders	shanda.sanders@rma.usda.gov	What is the document type for non appropriated transfers?	This should be TICA/TOCA.	Distributed
13	8/31/2010	FMMI 431 - FMMI Funds Management Process	Kansas City, MO	Funds Management	shanda sanders	shanda.sanders@rma.usda.gov	What is the year end close process for funds reservation?	At the end of the year, all funds reservations will be closed. This means whatever open amount remaining on the funds reservation is returned to budget. This is because all funds reservations act as commitment documents, and all open commitments are closed at year end.	Distributed
15	8/31/2010	FMMI 401 - FMMI Display Transactions	Kansas City, MO	Accounts Payable / Purchasing	Antoinette Ray	Antoinette.Ray@wdc.usda.gov	When displaying an individual Parked Invoice_LIV, why is the search function (or list documents selection/search function) not available for individual LIV Invoices? In other document search selection screens, the search function is available.	This is standard SAP functionality.	Distributed
16	8/31/2010	FMMI 401 - FMMI Display Transactions	Kansas City, MO	Accounts Receivable	Cynthia Hayett	cynthia.huyett@rma.usda.gov	In the customer master record, in the tab for US Federal Government: Fields, will the DUNS+4 be required?	There is no plan or known business requirement for the DUNS number to be a required field in customer master record FMMI. The DUNS is maintained in the vendor master record and is obtained via direct feed from CCR in FMMI.	Distributed
18	9/1/2010	FMMI 443 - FMMI Debt Management Process	Minneapolis, MN	Accounts Receivable	Paula Daugard	paula.m.daugard@aphis.usda.gov	Installment Plans can be created during the debt management process, but can installment plans be set up during the initial invoice creation for civil penalties because the Agency already knows that they are on a payment plan?	An existing Accounts Receivable (A/R) invoice is a prerequisite to setting up an installment plan in FMMI. Therefore, an installment plan can be created "after" an A/R invoice is created. More information will be discussed during installment plan demo with D2 agencies on 9/20/10.	Distributed
19	9/1/2010	FMMI 443 - FMMI Debt Management Process	Minneapolis, MN	Accounts Receivable	Paula Daugard	paula.m.daugard@aphis.usda.gov	Regarding the Write–Off Processor, if there is bill that was generated for principal and has accrual interest and penalties when the debt is written off, will the finance charges be automatically written off also?	Not automatically. However, a user can select multiple open A/R items (invoices, fees, partial payments, etc.) to write off for a given customer to minimize data entry in FMMI.	Distributed
25	9/1/2010	FMMI 402 - FMMI Financial Management Reporting (ECC)	Kansas City, MO	N/A - General	Cynthia Huyett	cynthia.huyett@rma.usda.gov	At what point does CCR pick up the following payment information? Example: On Sept 1, an approved advance payment for Company X Y Z; current bank Chase ACH payment, is scheduled for 9/15, 10/15 and 11/15. On October 28th X Y Z changes banks to Bank One and updates the CCR which is picked up by FMMI. Will the remaining direct deposits go to Chase or to Bank One?	The last payment scheduled for 11/15 will go to the new Bank One account .	Distributed
26	9/2/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Edward Dugan	edward.dugan@fns.usda.gov	When creating a Funds Reservation, how do we determine the appropriate GL Account? Is this something we will need to know?	The GL account is the expense account (6100) plus the BOC that the money is reserved for. Users can use the wildcard functionality and search for *BOC in the GL account field which will bring back the appropriate account number.	Distributed
28	9/2/10	FMMI 452 - FMMI Invoice Processing	Fort Collins, CO	Accounts Payable / Purchasing			What are some examples of invoices paid outside of FMMI that are only recorded in FMMI, like to post to the GL accounts.	Some of them are invoices paid by the State Department, HHS letters of credit, payments by embassies to foreign vendors or employees in foreign currency, expedited payments made directly through SPS. Examples are included in the instructor's notes for the course.	Distributed
29	9/2/10	FMMI 452 - FMMI Invoice Processing	Fort Collins, CO	Accounts Payable / Purchasing			For an advance, Can't find an approver role to approve for advance processer. Is it required to approve an advance and what role does and what's the process flow, etc.	We currently do not have a role to approve advances. The User who creates it with the AP Advance Processor role posts it directly in FMMI referencing a Funds Commitment. There are OLHPS describing the process.	Distributed
33	9/3/10	FMMI 401 - FMMI Display Transactions	Fort Collins, CO	Accounts Payable / Purchasing	Richard Brower	richard.brower@ny.usda.gov	While in Display Purchase Order, how can you tell if the PO has been approved?	If a Purchase Order has been approved, it will be display the status of the PO as either parked or created if approved.	Distributed
36	9/3/10	FMMI 421 - FMMI General Ledger Process	Metro Washington, DC	N/A - General	Shanda Sander	Shanda.Sander@rma.gov	Is there a held status or a copy command for accruals?	There is no held status or copy command for accruals. However there is a "post with reference" option on accruals where the user can reference an existing accruals document when creating a new one.	Distributed
37	9/3/10	FMMI 421 - FMMI General Ledger Process	Kansas City, MO	N/A - General	Shanda Sander	Shanda.Sander@rma.gov	Can you manually change line items of a posted accrual?	The only fields you can change on a posted accrual are the text fields. For any others changes the initial accrual has to be reversed and a new one has to be posted.	Distributed

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38	9/3/10	FMMI 421 - FMMI General Ledger Process	Kansas City, MO	N/A - General	Shanda Sander	Shanda.Sander@rma.gov	Is there a one check which will require trading partners on federal partners?	When customers are created using the federal account group, trading partner is required.	Distributed
39	9/3/10	FMMI 421 - FMMI General Ledger Process	Kansas City, MO	N/A - General	Shanda Sander	Shanda.Sander@rma.gov	How do you distinguish between federal and non federal customers?	By account group. Federal customers have the federal account group in the FMMI customer master.	Distributed
40	9/7/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Karen Bretthauer	Karen.Bretthauer@wdc.usda.gov	Why is the Funds Management Budget Coordinator role separate from the Funds Management Processor role. Why is there a separation from the apportionment role and allotment role.	Some agencies have requirements to have two different users to create apportionment and allotment document. Two different roles are needed to set authorization to each user. If the task will be made by the same person the two role can be assigned to a unique user.	Distributed
41	9/7/10	FMMI 442 - FMMI Billing and Collection Process	Kansas City, MO	Accounts Receivable	Michele Nokes	michele.Nokes@kcc.usda.gov	In the Accounts Receivable approval process simulation exercise, the approver is not required to view it before approving. In the training class, the document is selected and then approved with viewing.	In FMMI when approving and posting a single invoice and the invoice reference number is known, the invoice is displayed prior to posting (similar to the course challenge). If a user is unsure of the Invoice number or is approving multiple invoices, they can use the Document List button to find an invoice to post (shown in the course simulation). This output from the Document List options shows the invoice(s) as line items. Users can double click on the document number (in the line item) to view the AR Invoice details prior to posting the invoice.	Distributed
42	9/7/10	FMMI 442 - FMMI Billing and Collection Process	Kansas City, MO	Accounts Receivable	Michele Nokes	michele.Nokes@kcc.usda.gov	When entering an invoice, what does auto postings derive?	Budgetary Entry 4251 Reimbursements & Other Income Ernd – Rcvbl 4221 Unfilled Customer Orders w/o Advance Proprietary Entry 1310 Accounts Receivable 5200 Revenue From Services Provided	Distributed
43	9/7/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Karen Bretthauer	Karen.Bretthauer@wdc.usda.gov	How does the Funds Reservation become liquidated? Do we only use Funds Reservations for SmartPay transactions?	The funds reservation is liquidated via the funds commitment document, which is used for several purposes, such as SmartPay2 and GovTrip.	Distributed
45	9/10/10	FMMI 401 - FMMI Display Transactions	Fort Collins, CO	N/A - General	Janelle Gustafson	janelle.gustafson@mt.usda.gov	If a vendor makes a change in CCR, when will the change be available in FMMI?	It will be available the next day as the CCR inbound interface is run nightly.	Distributed
47	9/9/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Anita Kapoor	anita.kapoor@wdc.usda.gov	Within the Appropriation Approver Simulation there have been additional steps added that require the review of documents previously posted before doing an approval. Is this a required step now to approve appropriation documents? This step also shows up in the OLHP documentation.	The two step process is an USDA requirement for most documents in FMMI. While each step uses a different role, one person could be assigned both roles; however, one cannot record and approve the same document. This is a segregation of duty requirement.	Distributed
48	9/9/10	FMMI 452 - FMMI Invoice Processing	Metro Washington, DC	Accounts Payable / Purchasing			If you setup an automatic payment to occur monthly, how do you make a change to the request or stop the request.	If you want to cancel an automatic payment, you can change the validity date on the invoicing plan, or if you to stop it for a particular month, you can put a payment block.	Distributed
49	9/9/10	FMMI 451 - FMMI Purchasing Process	Minneapolis, MN	Accounts Payable / Purchasing	Barbara Singleton	barbara.singleton@rma.usda.gov	Will purchasing activities via Access Online (to US Bank - i.e. corporate credit card purchases) done today - continue? Or will the process change to FMMI Purchase Order processing only? If FMMI, how are the purchases reconciled with the corporate credit card?	Yes, the process is the same as it is currently today.	Distributed
50	9/9/10	FMMI 451 - FMMI Purchasing Process	Minneapolis, MN	Accounts Payable / Purchasing	Duane Voy	duane.voy@rma.usda.gov	Where/when does the reconciliation to FMMI occur for corporate credit card purchases?	It will be the same process as today. The user will have to take the FMMI transactions and reconcile it back to the bank system.	Distributed
51	9/9/10	FMMI 451 - FMMI Purchasing Process	Minneapolis, MN	Accounts Payable / Purchasing	Joni Chacich	joni.chacich@mn.usda.gov	How should a back-up approver be assigned (if there is only one approver in the office - or other approvers cannot take on the additional responsibility)?	Its an agency decision related to role mapping, they decide who they want to have the approval role.	Distributed
54	9/10/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Carol Murgoitio	Carol.Murgoitio@id.usda.gov	Once you enter a sub-allotment down to all others can you move it back up from all others?	Once you enter a sub-allotment down to all others it is possible to move it back from all others to all objects using a new sub-allotment from all others to all objects if the budget has not been consumed or further sub-allotted.	Distributed
55	9/10/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management			Is there a way for the agency to load data from an Excel spreadsheet into FMMI? Can it be done by using a template currently available in FMMI?	This functionality is not available to users. It is possible to copy and past the Excel lines into the FMMI transaction.	Distributed
57	9/10/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Beth Huhn	Beth.Huhn@oh.usda.gov	What is the name of the field that you populate in the feeders to use the Funds Reservation option within the feeder system so it references when the document comes over to FMMI?	The Document Control Number (DCN) is used in SmartPay2, GovTrip and VADR to direct the interface program to use the funds reservation when establishing an Reallocation (SmartPay2) or an Obligation/Authorization (GovTrip) or Invoice (VADR). No other interfaces use the Funds Reservation in the processing. Currently only FAS and ERS have elected to use this functionality.	Distributed
59	9/13/10	FMMI 431 - FMMI Funds Management Process	Metro Washington, DC	Funds Management	Bobbi Burke	bobbi.burk@ny.usda.gov	In Appropriation, does budget go from Treasury to USDA or from Treasury to an Agency?	In Appropriation budget goes from Treasury to an Agency.	Distributed
61	9/14/10	FMMI 452 - FMMI Invoice Processing	St Louis, MO	Accounts Payable / Purchasing	Barry Taylor	barry.taylor@al.usda.gov	Is the definition of "proper invoice" the same in FMMI as it is in contracting?	If the definition of a proper invoice is: it has all the suitable information and suitable for payment, then yes it is the same.	Distributed
62	9/14/10	FMMI 401 - FMMI Display Transactions	Kansas City, MO	Accounts Payable / Purchasing	Linda Ochsner	linda.ochsner@sd.usda.gov	Will POs print/sent electronically? RD specific for direct entry POs. If so - what is the process?	No; currently printing/sending electronically is setup in FMMI.	Distributed
63	9/14/10	FMMI 401 - FMMI Display Transactions	Kansas City, MO	Accounts Payable / Purchasing	Linda Ochsner	linda.ochsner@sd.usda.gov	Will the texts/notes move through the purchasing process? (If I enter a text/note in the PO, will in transfer to the Invoice). Also - will the text/note print? If so - which ones (text/note)?	There are different text fields available at the header/ line item level. Some will be passed to invoice and can be printed, others will not. PO text will pass	Distributed
64	9/14/10	FMMI 401 - FMMI Display Transactions	Kansas City, MO	Accounts Receivable	Jeff Davis	jeffery.s.davis@or.usda.gov	What/how is the Trading Partner field in the customer used for the USDA?	This field is used for reporting purposes. It is required for federal customers for financial statement purposes. For non-federal customers, it is used to distinguish customers by category.	Distributed
30	9/2/10	FMMI 403 - FMMI BI Non-Payroll Reporting	Kansas City, MO	Accounts Receivable	Claire Lindsey	claire.lindsey@fsa.usda.gov	On the Accounts Receivable Aging side of BI Reports, can someone explain the key due date field?	In the Accounts Receivable BI reports, the key due date field on the variable entry screen is the point in time from which the results are displayed. The key due date is defaulted to the date the report is run. The key due date can be moved to a past or future date. The AR reports display aged recievables by days in arrears based on the date populated in the key due date filed.	Distributed
32	9/2/10	FMMI 404 - FMMI BI Payroll Reporting	Kansas City, MO	Accounts Payable / Purchasing	Bryan Clerkin	bryan.clerkin@ny.usda.gov	On the BI Payroll reports: Fiscal Year = 2010 Fiscal Period = 1 In the above scenario, what value does fiscal period 1 represent (or what calendar time frame is it)?	Fiscal Period/Year (i.e.1/2010) is Calendar month/period (i.e. 9/2009 October 2009	Distributed
34	9/3/10	FMMI 405 - FMMI BI Ad Hoc Queries	Kansas City, MO	Cross-Process	Amy Gibbs	amy.gibbs@rma.usda.gov	BI Ad-Hoc: When creating a New Analysis and selecting from the InfoArea... 1. FMMI 2. FMMI Deployment #.#. Which Deployment should D2 users select from?	All agency users should use reports under FMMI Deployment 1.1. For Cash Recon Reports it is 1.2 deployment.	Distributed
35	9/3/10	FMMI 405 - FMMI BI Ad Hoc Queries	Kansas City, MO	Cross-Process	Beth Huhn and Cyn	Beth.Huhn@oh.usda.gov and cynthia.h	In BI reports/analysis - how do we size/move columns?	You can move columns by dragging and dropping them on the screen. You can resize the columns after you download the dataset to Excel.	Distributed

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65	9/15/10	FMMI 402 - FMMI Financial Management Reporting (ECC)	Kansas City, MO	N/A - General	Kay Daugherty	kay.daugherty@sd.usda.gov	When exporting a report from FMMI to Excel - when selecting a file location - is there a way to default all my reports that are exported to Excel - to point to a specific folder (same folder for all exported reports from FMMI)?	Navigate to Base Role --> Personalization --> Manage Own Settings --> Maintain Own User Parameters --> Parameters and add the following parameter: Parameter ID: GR8 Parameter Value: <The user will specify the directory where their FMMI files will be saved. There is a limitation of 40 characters on this field>	Distributed
66	9/15/10	FMMI 402 - FMMI Financial Management Reporting (ECC)	Kansas City, MO	Cross-Process	Carl Frazier	carl.frazier@rma.usda.gov	When executing standard reports in FMMI, instead of using the default report result layout (sort list = BEST) - is there a way to default all report results to ALV, when the sort list field is available on the report?	There is no standard functionality to set the standard report output to be ALV.	Distributed
67	9/15/10	FMMI 403 - FMMI BI Non-Payroll Reporting	Kansas City, MO	N/A - General	Shanda Sander	shanda.sander@rma.usda.gov	When will multiple process areas (i.e. Funds Management + Cost Center + Invoices) be available in Multi-Providers in BI? Is seems that currently (and we ve been informed as such) - only one process area can be pulled into the report/query.	There are several cross functional reports available in FMMI BI, such as un-liquidated Obligation, Reimbursable Activity report, Payroll Report. If there are other cross functional reports are needed, the details should be captured and sent to the Reporting Governance board for approval.	Distributed